



## Job Description

**Position Title:** Student Ministries Director

**Department:** Next Gen

**Reports To:** Campus Pastor

**Status:** Full-Time; Salaried, exempt

**Revised:** 02.21.2023

### Primary Purpose

The Student Ministries Director seeks to change students' lives by directing groups for both the high school and middle school divisions of NewPointe's student ministries. The Director will build an environment where students have the opportunity to be connected to a small group leader who will walk along side of them through an entire season of their life. Through casting vision, developing the small group leader team, and executing the programming strategy, the Student Ministries Director will inspire students to follow Jesus.

### Essential Job Functions

- Recruit, develop, equip, empower, and care for small group leaders and other Student Ministries volunteers to provide direction, growth and multiplication of their respective areas of ministry through maintaining open lines of communication and personal involvement in their lives and ministries.
- Engage with and equip families based on their season of life.
- Provide event coordination for both middle school and high school environments, including First Impressions efforts within the environment, as well as executing Student Ministries special events.
- Maintain consistent communication with leaders and parents to clarify and connect them with the vision, direction, and upcoming events in Student Ministries.
- Collaborate with Campus Directors and Campus Support Team to support and enhance curriculum, determine and plan creative and content aspects for events, and monitor the health and direction of the Student Ministries team.
- Work with the Campus Pastor and other Campus Ministry leaders to accomplish Student Ministries growth goals and overall campus goals.
- Other duties as assigned.

### Key Result Area (KRA) Metrics

- Student participation at 10% of total church attendance (5% M.S and 5% H.S.)
- Present in Schools 2-5 times/week
- Small Group Leader to Student Ratio of 1:8
- 5-10 EVP meetings/week
- 3 Parent contacts/week
- 30% of Students serving

### Position Requirements

Supervisory:

- Recruit, lead and develop volunteers

Knowledge/Skills/Abilities:

- Strong ability/desire to lead people in a growing relationship with Jesus Christ through our Student Ministries

- platform
- Ability to quickly execute relevant environments
- Ability to communicate clearly and concisely, both orally and in writing
- Ability to effectively recruit, inspire, and build teams.
- Proficient in Microsoft applications such as Word, Excel, and Outlook
- Able to ask questions for understanding and advancement of ideas/concepts
- Coachable and takes direction well

### **Qualifications**

Education: High school diploma required; college degree desired (in a related ministry field)

Experience: Minimum 2-5 years of related experience, at a ministry leadership level.

Licenses: Must possess a valid driver's license

NewPointe Community Church expects pastoral functions to be performed in this position, which may qualify the employee to claim a housing allowance. Please refer to the Housing Allowance Policy for more information on qualification and procedure for requesting the housing allowance. Pastoral functions expected in this position include:

1. Administering the sacraments (i.e. baptism, communion, dedication, marriage).
2. Conducting religious worship.
3. Having management responsibility at NewPointe Community Church.
4. Being considered as a religious leader by NewPointe Community Church.

### **Physical Activities/Requirements (with or without accommodation)**

- Ability to move throughout the facility
- May require long periods of standing or sitting
- Be able to lift 25 pounds and be able to assist in set-up or tear-down

### **Personal and Spiritual Requirements**

- Professes Jesus Christ as Lord and Savior
- Commitment to personal spiritual growth and healthy lifestyle
- Models standards and expectations of leaders within NewPointe, including:
  - Tithe (within 3 months of hire). A tithe is giving 10% of your income to the ministry of the local church at NewPointe.
  - Participate in small group accountability.
  - Regular attendance at NewPointe services.

At NewPointe we value working through people to accomplish goals, as well as personally contributing at a level that requires God's help. By maintaining these priorities, we will put ourselves in a position where we can continue to strive for excellence and value reaching lost people.

### **ACKNOWLEDGMENT**

I acknowledge that I have read the above job description and can perform the essential functions of the position with or without accommodation.

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Applicant Signature/Date

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Management Signature/Date